COTS Enterprise Architecture Workgroup
Meeting Minutes
August 10, 2000

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Members Present: Murali Rao, VDOT (Cochairman); David Molchany, Fairfax (Cochairman); Bethann Canada, DOE; Tim Bass, VRS; Linda Foster, TAX; Ted McCormack, CLG; Randy Horton, DRS; Troy DeLung, DEQ; Bob Haugh, DOC

Members Absent: James Jokl, UVA; Bob Pontius, VEC; Bill Mize, DIT.

Staff Present: Dan Ziomek, DTP; Diane Wresinski, DTP; Bryan Drake, DIT; Paul Bucher, VDOT.

Staff Absent: Dave Nims, COTS.

Guests: Randy Stephens (Contractor, CACI) for Dave Nims; Mike King (DIT) for Bill Mize; Jerry Simonoff, DTP.

Agenda:

1:30 to 1:40 Opening Remarks, Review of July 20 Minutes, and Other Administrative Matters – David Molchany, Murali Rao & Dan Ziomek

1:40 to 2:00 Discussion and Approval of (Priority) Domain Team Members – David Molchany & Murali Rao

2:00 to 2:20 Discussion and Approval of (Priority) Infrastructure Domain Development Schedule – Dan Ziomek

2:20 to 2:45 Discussion and Approval of Revised Infrastructure Domain Definitions – Bryan Drake

2:45 to 3:00 Break

3:00 to 3:15 Presentation of Plan for CRV Workshop – Bryan Drake

3:15 to 3:30 Presentation of Hewitt Technologies' Roadmaps and E-Atlas – Dan Ziomek & Paul Bucher

3:30 to 3:40 Frequency, Time and Location of Workgroup Meetings (for CY 2000)

❍ Presentation by Hewitt?
❍ Presentation on N.C. Middleware?

3:40 to 3:50 Other Business & Summary of Workgroup Decisions & Action Items

3:50 Adjournment - Location, Date & Time of Next Meeting

Discussion:

The August 10, 2000 meeting of the COTS EA Workgroup was called to order by the Cochairman, Murali Rao. The minutes from the July 20 meeting were approved without revision.

Following a presentation by Dan Ziomek and brief discussion, the following proposed (Priority) Domain Team members were approved by the Workgroup:

Network Domain Team

- Ric Anderson, DIT
- Bethann Canada, DOE
- John Eagle (Business Cochairman), City of Hampton
- Karen Hardwick, DOC
- Bob Pontius (Technology Cochairman), VEC
- Gary Post, City of Alexandria
- Bobby Watlington, DMV

Middleware Domain Team

- Woodrow Bellamy, Fairfax County
- Mat Blaes, DTP
- Troy DeLung (Technology Cochairman), DEQ
- Bob Green, DIT
- Bob Haugh, DOC
- Paul Hendricks, DMV
- James Jokl, UVA
- Richard Jones, VDOT
- Ted McCormack (Business Cochairman), CLG

Security Domain Team

- Tim Bass (Business Cochairman), VRS
- Randy Horton (Technology Cochairman), DRS
- Jim Magill, Fairfax County
- Ken Mittendorf, SCV

- Art Phaup, DIT
- Ron Secrest, GMU
- Mick Vollmer, City of Virginia Beach
- Rick Fowler, DSS (Pending Nomination)

The Workgroup agreed that orientation for Domain Team members should be scheduled to coincide with the completion of the Common Requirements Vision and the initiation of work on the Conceptual Architecture. Staff will provide a revised work plan, for discussion at the September Workgroup meeting, that lays out a proposed domain architecture development schedule.

Members reviewed revised definitions for the EA Infrastructure Domains that were requested at the July meeting. After limited discussion, the definitions were approved by the Workgroup. The Workgroup asked that each Domain Team, as part of their domain development planning, review the definition of their respective infrastructure domains and recommend necessary changes.

A proposed agenda for the upcoming Common Requirements Vision (CRV) Workshop was discussed and approved. Members have scheduled the workshop for August 14, from 9 AM to 5 PM, at the State Corporation Commission. Because the agenda for the CRV Workshop is very ambitious, members supported the idea of scheduling additional workshop sessions, if needed, to assure development of a quality product.

Following discussion of the CRV Workshop, Dan Ziomek and Paul Bucher presented an overview of Hewitt Technologies' E-Atlas. Copies of the E-Atlas roadmaps and white papers were provided to each member. E-Atlas is an example of a software tool that could be used to interactively display current and future architecture components. A version of E-Atlas is presently being implemented at VDOT. The Workgroup agreed that an automated tool to support development of the EA could be useful; however, any final decision on a specific tool should follow completion of the CRV and coincide with the formation of the Domain Teams. An invitation for Hewitt Technologies to address the Workgroup was tabled for a future meeting.

Bryan Drake recommended that the Workgroup consider a presentation regarding the development of the North Carolina middleware architecture. Emily Schmidt, who is presently working with DIT as a consultant, lead the N.C. middleware project and is willing to speak to the Workgroup. After discussion, the Workgroup agreed that Domain Team members could benefit from the presentation and asked that a final decision on the date and appropriate audience be discussed at the September meeting.

Summary of Workgroup Decisions and Action Items:

1. Decision: The Workgroup approved the membership of the Network, Middleware, and Security Domain Teams.
2. Decision: The Workgroup delayed the initial meeting and orientation of the

Domain Teams until after completion of the CRV and the initiation of work on the CA.

3. Action: The Workgroup requested a revised work plan, for discussion at the September meeting, that lays out a proposed domain architecture development schedule. (Action: Workgroup Staff)
4. Decision: The Workgroup approved the revised EA Infrastructure Domain definitions.
5. Decision: The Workgroup approved the agenda for the CRV Workshop, scheduled for August 14, from 9 AM to 5 PM, at the State Corporation Commission.
6. Decision: The Workgroup tabled further action on the evaluation and selection of an automated "EA Tool" until after completion of the CRV and formation of the Domain Teams.
7. Decision: The Workgroup delayed a final decision on the recommended presentation of the North Carolina middleware project until the September meeting.

Meeting Schedule:

The next workgroup meeting will be September 19, 2000 in the DIT Executive Conference Room @ 1:30 PM.